



DEFENSE SUPPLY AGENCY  
DEFENSE LOGISTICS SERVICES CENTER  
DEFENSE SURPLUS SALES OFFICE  
P. O. BOX 8019  
PHILADELPHIA, PENNSYLVANIA 19101

IN REPLY  
REFER TO DSSO-SP-M

BUSINESS ADDRESS:  
DEFENSE PERSONNEL SUPPORT CENTER  
BLDG 6-2-E  
2800 SOUTH 20TH STREET  
PHILADELPHIA, PA. 19101

26 October 1972

T. Nelson  
Systems Consultant  
Box 3  
Schooleys Mountain, N. J. 07870

Dear Sir:

I am enclosing a "How to Buy" pamphlet, which explains in general the various type sales offered by the D.O.D. to suit individual needs.

After carefully reading this pamphlet, you should have derived the type of sale(s) best suited to your needs.

It should be noted that certain useable commodities/properties are sold through one single sales office as follows:

Small Craft and Boats - Newport DSSO  
Aircraft - San Diego DSSO  
Anti-friction Bearings - Philadelphia DSSO

Addresses of above sales offices can be found on pages 16 and 17 of pamphlet enclosed.

I am also forwarding you lists of our military activities participating in local and retail sales (pages 8 and 9 of enclosed pamphlet). Contact with these activities will place you on their mailing lists.

The rear cover of the pamphlet provides a "tear-out" request form if you wish to obtain an application for (Automatic Distribution) National Sealed Bid Sales Catalogs. In addition, this office will forward catalogs (IFBs) on properties you request for a period of 60 days.

As a reminder, participation in all Auction Sales and Local Spot Sales requires your presence at sale site.

If we may be of any additional assistance, please call this office (A/C 215, 271-3883).

Hoping to have been of some assistance, I am

Sincerely,

T. S. SPIEGEL  
Chief, Merchandising Division

Encls

DSSO-SPM-21 (MAY 72)

HOLDING ACTIVITIES SERVICED BY PHILADELPHIA DSSO

Holding Activity	Person to contact	Phone Number	Legend
Aberdeen Proving Ground Maryland 21005	Mr. R. L. Kessler Prop. Disp. Officer	A/C 301, 278-4785	**#
Fort Belvoir Bldg S-1976, Meade Road North Post Virginia 22060	Mrs. Mary P. DeYoung Prop. Disp. Officer	A/C 703, 664-2155	**#
Fort George G Meade Maryland 20755	Mr. J. A. Blumenshine Prop. Disp. Officer	A/C 301, 677-6366	*
Letterkenny Army Depot Chambersburg, Pa. 17201	Mr. W. Gift Prop. Disp. Officer	A/C 717, 263-7885	**#
Military Ocean Terminal Building 14 Bayonne, New Jersey 07002	Miss L. Rapport Prop. Disp. Officer	A/C 201, 858-7541	**#
Picatinny Arsenal Dover, New Jersey 07801	Mr. T. A. Pedersen Prop. Disp. Officer	A/C 201, 328-4219	#
Fort Tilden New York 11695	Mr. Carmine Mezzacappa Prop. Disp. Officer	A/C 212, 836-4100 Ext. 287 or 277	**#
Tobyhanna Army Depot Tobyhanna, Pa. 18466	Mrs. Catherine M. Kearney Prop. Disp. Officer	A/C 717, 894-8301	#
U.S. Coast Guard Yard Curtis Bay, Baltimore Maryland 21226	Mr. I. E. W. Pearce Prop. Disp. Officer	A/C 301, 789-1600 Ext. 6241	
Defense Depot Activity Mechanicsburg, Pa. 17055	Mr. A. Mitzkavich Prop. Disp. Officer	A/C 717, 766-8511 Ext. 3325	**#
R & M Activity Dover AFB, Delaware 19901	Mr. Ronald Wood Prop. Disp. Officer	A/C 302, 734-8211 Ext. 8209	
R & M Activity P.O. Box 147 Brandywine, Md. 20613	Mr. D. D. Dickerson Prop. Disp. Officer	A/C 301, 372-8844	*
U.S. Naval Academy Kinkaid Road Annapolis, Md. 21402	Mr. C. J. Sterling Prop. Disp. Officer	A/C 301, 267-6100 Ext. 3670	**#
Naval Ammunition Depot Earle Colts Neck, New Jersey 07722	Mr. E. J. Laughlin Prop. Disp. Officer	A/C 201, 462-9500 Ext. 436	*
Naval Air Station Lakehurst, New Jersey 08733	Mr. Carl B. Evertz Prop. Disp. Officer	A/C 201, 323-2661	*



HOLDING ACTIVITIES SERVICED BY PHILADELPHIA DSSO (CONTINUED)

Holding Activity	Person to contact	Phone Number	Legend
Naval Ordnance Station Indian Head, Md. 20640	Mrs. Ruby Branscome Prop. Disp. Officer	A/C 301, 743-5511 Ext. 583	
Naval Air Station Patuxent River, Md. 20670	LCDR. J. L. Pickeral Prop. Disp. Officer	A/C 301, 863-3316	*
Naval Shipyard Philadelphia, Pa. 19112	Mr. P. J. Tuliano Prop. Disp. Officer	A/C 215, 755-3736	*

Holding Activities participating in Local Spot Bid Sales indicated by \*

Holding Activities participating in Retail Sales indicated by #

NOTE: Contact Holding Activity for placement on Mailing List.

DEFENSE SUPPLY AGENCY



HOW TO BUY...

# **SURPLUS PERSONAL PROPERTY**

*from the*

**DEPARTMENT OF DEFENSE**

•  
**MAY 1972**  
•

**DEFENSE LOGISTICS SERVICES CENTER  
FEDERAL CENTER  
BATTLE CREEK, MICHIGAN 49016**

PREPARED BY  
DEFENSE LOGISTICS SERVICES CENTER  
FEDERAL CENTER  
BATTLE CREEK, MICHIGAN 49016

The material contained in this pamphlet may be reproduced in whole or in part, provided the source is identified as the pamphlet, "How To Buy Surplus Personal Property From the Department of Defense," and credit is given to the Defense Logistics Services Center as the preparing agency.

All questions concerning how to buy Department of Defense surplus personal property or placement on the Department of Defense bidders list should be addressed to:

DoD Surplus Sales  
P. O. Box 1370  
Battle Creek, Michigan 49016

For sale by the Superintendent of Documents  
U.S. Government Printing Office  
Washington, D.C. 20402 - Price 25 cents  
Stock Number 0807-1926

First  
Class  
Postage  
Required

TO: DoD Surplus Sales  
P. O. Box 1370  
Battle Creek, Michigan 49016

**REQUEST FOR DEPARTMENT OF DEFENSE  
SURPLUS PROPERTY BIDDERS APPLICATION**

*Type or Print Mailing Address*

*Name of Firm or Individual:*

*P.O. Box or Street Address:*

*City and State:*

*Zip Code:*



## REFERENCE GUIDE

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## INTRODUCTION

This pamphlet is prepared to assist individuals, business concerns, and other organizations of all sizes and classifications, desiring to participate in the sale of surplus and foreign excess property of the Department of Defense and U.S. Coast Guard, excluding real property, and to answer questions which logically arise concerning such property, and how it may be purchased.

Department of Defense property originates at Defense Supply Agency, Army, Navy, Air Force, and Marine Corps installations. The Defense Logistics Services Center, Defense Supply Agency has been assigned primary responsibility for the Department of Defense sales program. For the purpose of this publication the terms "surplus" and "foreign excess" are synonymous

except that surplus refers to property located in the United States (including Alaska and Hawaii), the District of Columbia, Puerto Rico, and the Virgin Islands and foreign excess refers to property in all other areas.

Surplus property located in the United States (excluding Alaska and Hawaii) is sold by Defense Surplus Sales Offices. Surplus property located in Alaska, Hawaii, Puerto Rico, and the Virgin Islands and foreign excess property is sold by the other sales offices listed on pages 17-20.

This pamphlet applies to the sale of Department of Defense property of general commercial use either in its original form or as scrap. It does not apply to real estate, some contractor inventory (property in the possession of contractors performing military contracts), or to material of primarily military application. Normally, property classified as arms, ammunition, and implements of war is not sold in its original form to the general public; it is either demilitarized or reduced to scrap to preclude the possibility of reconditioning it for further use or sale.

The sale of foreign excess is conducted under procedures similar to those used for domestic surplus. The sale of foreign excess must, by law, conform to the foreign policy of the United States.

## **WHY THERE IS MILITARY SURPLUS**

The Department of Defense retains only usable property for which there is a current or foreseeable requirement. Property is declared surplus when it (1) becomes excess to military requirements because of changes in defense needs or unsuitable because of wear and tear or obsolescence, and (2) cannot be used by any other Federal Government activity.

The property is thereafter made available for donation to certain designated recipients authorized by law to obtain such property.



## **Region X**

Alaska, Idaho, Oregon, and Washington  
Regional Representative  
Office of Surplus Property Utilization  
Department of Health, Education, and Welfare  
Arcade Plaza  
1321 Second Avenue  
Seattle, Washington 98101

Only that property which is not used or donated is offered for sale to the general public.

## **TYPES OF SURPLUS AVAILABLE**

Surplus property sold by the Department of Defense is grouped in various classes to correspond with commercial and private buying interests. The majority of the classes are for usable property (property suitable for use either as complete items or for recovery of usable parts). The other classes are for scrap (property having value only for its basic material content) and salable waste (food and oil waste generated in the normal course of operations). The following are types of surplus personal property that may be sold:

### **JEEPS**

Jeeps sold by the Department of Defense are used, no longer meet military standards because of age and/or condition, and in most cases are minus various components. These jeeps are limited in quantity and are sold at location by competitive bid.

### **AMMUNITION, FIREARMS, TANKS AND OTHER MILITARY TYPE PROPERTY**

Certain types of items designed specifically for military purposes are not sold in their original state. These items are sold as scrap for their basic material content after destruction by crushing, cutting, breaking or deforming in such a manner to render them completely inoperative and to preclude their being made operative.

### **AIRCRAFT**

Commercial type cargo and passenger aircraft are the only types of aircraft that are offered for sale as aircraft. Combat aircraft must be demilitarized and sold for recovery of basic material content, parts and components.



## SHIPS

Aircraft carriers, battleships, cruisers and submarines that become surplus are sold for scrapping purposes only. The scrapping must be accomplished by cutting the hull and armor plate in such a manner that it has no value except for its basic material content. Destroyer type vessels are normally sold for scrapping purposes as outlined above; however, destroyers, destroyer escorts, and high speed transports may be offered for sale without requiring the scrapping of that portion of the hull enveloping the power plant.

## OTHER USABLE ITEMS

Agricultural Machinery and Equipment  
Agricultural Supplies  
Aircraft and Airframe Structural Components  
Aircraft Components and Accessories  
Aircraft Launching, Landing, and Ground Handling Equipment  
Alarm and Signal Systems  
  
Bearings  
Books, Maps, and Other Publications  
Brushes, Paints, Sealers, and Adhesives  
  
Chemicals and Chemical Products  
Cleaning Equipment and Supplies  
Clothing and Individual Equipment  
Communication Equipment  
Construction, Mining, Excavating, and Highway Maintenance Equipment  
Construction and Building Materials  
Container, Packaging, and Packing Supplies  
  
Electric Wire, and Power and Distribution Equipment  
Electrical and Electronic Equipment Components  
Engines, Turbines, and Components  
Engine Accessories  
Explosives  
  
Fire Control Equipment  
Fire Fighting, Rescue, and Safety Equipment

## Region V

Illinois, Indiana, Michigan, Minnesota, Ohio, and Wisconsin  
Regional Representative  
Office of Surplus Property Utilization  
Department of Health, Education, and Welfare  
433 West Van Buren Street, Room 712  
Chicago, Illinois 60607

## Region VI

Arkansas, Louisiana, New Mexico, Oklahoma, and Texas  
Regional Representative  
Office of Surplus Property Utilization  
Department of Health, Education, and Welfare  
1114 Commerce Street  
Dallas, Texas 75202

## Region VII

Iowa, Kansas, Missouri, and Nebraska  
Regional Representative  
Office of Surplus Property Utilization  
Department of Health, Education, and Welfare  
601 East 12th Street  
Kansas City, Missouri 64106

## Region VIII

Colorado, Montana, North Dakota, South Dakota, Utah, and Wyoming  
Regional Representative  
Office of Surplus Property Utilization  
Department of Health, Education, and Welfare  
Room 9017, Federal Office Building  
19th and Stout Streets  
Denver, Colorado 80202

## Region IX

Arizona, California, Hawaii, and Nevada  
Regional Representative  
Office of Surplus Property Utilization  
Department of Health, Education, and Welfare  
112 McAllister Street, Room 2  
San Francisco, California 94102

**REGIONAL DIRECTORY, OFFICE OF  
SURPLUS PROPERTY UTILIZATION  
U.S. DEPARTMENT OF HEALTH,  
EDUCATION, AND WELFARE**

**Region I**

Connecticut, Maine, Massachusetts, New Hampshire,  
Rhode Island, and Vermont  
Regional Representative  
Office of Surplus Property Utilization  
Department of Health, Education, and Welfare  
John Fitzgerald Kennedy Federal Building  
Boston, Massachusetts 02203

**Region II**

New Jersey, New York, Puerto Rico, and Virgin  
Islands  
Regional Representative  
Office of Surplus Property Utilization  
Department of Health, Education, and Welfare  
26 Federal Plaza  
New York, New York 10007

**Region III**

Delaware, District of Columbia, Maryland,  
Pennsylvania, Virginia, and West Virginia  
Regional Representative  
Office of Surplus Property Utilization  
Department of Health, Education, and Welfare  
P.O. Box 12900  
Philadelphia, Pennsylvania 19108

**Region IV**

Alabama, Florida, Georgia, Kentucky, Mississippi,  
North Carolina, South Carolina, and Tennessee  
Regional Representative  
Office of Surplus Property Utilization  
Department of Health, Education, and Welfare  
Room 404, Peachtree-Seventh Building  
50 Seventh Street NE  
Atlanta, Georgia 30323

Food Preparation and Serving Equipment  
Fuels, Lubricants, Oils, and Waxes  
Furnace, Steam Plant, and Drying Equipment  
Furniture

Guided Missile Equipment

Hand Tools  
Hardware and Abrasives  
Household and Commercial Furnishings and  
Appliances

Instruments and Laboratory Equipment

Lighting Fixtures and Lamps  
Lumber, Millwork, Plywood, and Veneer

Maintenance and Repair Shop Equipment  
Materials Handling Equipment  
Measuring Tools  
Mechanical Power Transmission Equipment  
Medical, Dental, and Veterinary Equipment  
and Supplies  
Metal Bars, Sheets, and Shapes  
Metalworking Machinery  
Motor Vehicles, Trailers, and Cycles  
Musical Instruments, Phonographs, and Home-  
Type Radios

Nonmetallic Fabricated Materials

Office Machines, Visible Record Equipment,  
and Data Processing Equipment  
Office Supplies and Devices

Primary Metal Products  
Photographic Equipment  
Pipe, Tubing, Hose, and Fittings  
Plumbing, Heating, and Sanitation Equipment  
Precious Metals (all types)  
Prefabricated Structures and Scaffolding  
Pumps and Compressors

Railway Equipment  
Recreational and Athletic Equipment  
Refrigeration and Air Conditioning Equipment  
Rope, Cable, Chain, and Fittings

Service and Trade Equipment



Ships, Small Craft, Pontoons, and Floating  
Docks  
Ship and Marine Equipment  
Special Industry Machinery  
  
Textiles  
Tires and Tubes  
Tractors  
Training Aids and Devices  
  
Valves  
Vehicular Equipment Components  
  
Water Purification and Sewage Treatment  
Equipment  
Woodworking Machinery and Equipment

### SCRAP AND WASTE

Film  
Food Waste  
Metals  
Oil  
Paper  
Rubber  
Textiles

### METHOD OF SELLING SURPLUS

Sales are conducted whenever there is sufficient surplus property to interest prospective buyers and to warrant the cost of disposal. Sales are open to the general public and property is offered in such reasonable quantities as to encourage participation by business concerns of all sizes, as well as individuals. As a rule, the property is sold by one of the following methods:

#### Sealed Bid

Normally, this method is used to sell large quantities of individual items of surplus property having a commercial or technical application which are of interest to divergent buyer groups on a local, regional, or national market

- |   |  |
|---|--|
| 4. 1776 Peachtree Street,<br>N.W.<br>Atlanta, GA 30309      | (Area includes: Alabama, Florida, Georgia, Mississippi, North Carolina, South Carolina, and Tennessee) |
| 5. 219 South Dearborn<br>Street<br>Chicago, IL 60604        | (Area includes: Illinois, Indiana, Kentucky, Michigan, Ohio and Wisconsin)                             |
| 6. 1500 East Bannister<br>Road<br>Kansas City, MO<br>64131  | (Area includes: Iowa, Kansas, Minnesota, Missouri, Nebraska, North Dakota, and South Dakota)           |
| 7. 819 Taylor Street<br>Ft. Worth, TX 76102                 | (Area includes: Arkansas, Louisiana, Oklahoma, and Texas)  |
| 8. Denver Federal Center<br>Building 41<br>Denver, CO 80225 | (Area includes: Arizona, Colorado, New Mexico, Utah, and Wyoming)                                      |
| 9. 49 Fourth Street<br>San Francisco, CA<br>94103           | (Area includes: California, Hawaii, and Nevada)  |
| 10. GSA Center<br>Auburn, WA 98002                          | (Area includes: Alaska, Idaho, Montana, Oregon, and Washington)  |

### DONATION

The Federal Property and Administrative Services Act of 1949, as amended, authorizes the donation of surplus personal property within the United States for purposes of education, public health, and civil defense. For further information regarding the donation program, pamphlets may be obtained from the Department of Health, Education, and Welfare, Office of Assistant Secretary for Administration, Office of Surplus Property Utilization, Washington, D.C. 20201, or the offices listed below.



Commander  
Defense Contract Administration  
Services Region, St. Louis  
1136 Washington Street  
St. Louis, Missouri 63101

Commander  
Defense Contract Administration  
Services Region, Los Angeles  
11099 South La Cienega Blvd  
Los Angeles, California 90045

Commander  
Defense Contract Administration  
Services Region, New York  
60 Hudson Street  
New York, New York 10013

Commander  
Defense Contract Administration  
Services Region, San Francisco  
866 Malcolm Road  
Burlingame, California 94010

Headquarters Naval Materiel Command  
Contract Administration Division  
Code MAT 025  
Washington, D.C. 20360

#### **ADDRESSES: PROPERTY MANAGEMENT AND DISPOSAL SERVICE, GENERAL SERVICES ADMINISTRATION**

1. John W. McCormack (Area includes: Con-  
Post Office and Court- necticut, Maine, Mas-  
house sachusetts, New Hamp-  
Post Office Square shire, Rhode Island,  
Boston, MA 02209 and Vermont)
2. 26 Federal Plaza (Area includes: Dela-  
New York, NY 10007 ware, New Jersey, New  
York, Pennsylvania,  
Puerto Rico, and Virgin  
Islands)
3. 7th and D Streets, (Area includes: District  
S.W. of Columbia, Maryland,  
Washington, DC Virginia, and West  
20407 Virginia)

area basis. Scrap and waste materials are usu-  
ally sold by this method.

Term sales using this method are employed  
when property is not immediately available for  
delivery and is required to be removed as it is  
generated. The duration of this type sale usu-  
ally extends from 3 to 12 month periods. The  
type of property sold generally consists of waste  
and scrap of all kinds.

Prospective bidders are notified of such sales  
by Invitations for Bid (IFBs or sales catalogs).  
An IFB lists and describes the property offered  
for sale, identifies the place where the sale will  
be held, specifies the conditions under which  
the property is offered for sale, gives the loca-  
tion of the property, sets forth the inspection  
and the sale dates, and designates the person to  
contact for further information. IFBs are  
mailed well in advance of the date of sale (bid  
opening date) to allow sufficient time for in-  
spection of the property. The prospective buy-  
ers enter the prices they will pay on the bid forms  
contained in the IFB, complete other forms that  
are also a part of the IFB and return the forms  
to the specified selling activity along with the  
required deposit. The bids are then publicly  
opened on the specified date of sale. Subse-  
quently, awards are made and the bidders are  
notified.

#### **Auction**

This method is used when a substantial quan-  
tity or variety of property having wide commer-  
cial application is being offered for sale. IFBs  
listing and describing the property and specify-  
ing the conditions of sale, location of property,  
and inspection and sales dates are distributed  
well in advance of the sale to prospective buyers.  
In auctions, mailed in bids are not acceptable;  
bidders must be present to participate.

#### **Spot Bid**

Normally, this method is used when there is  
a variety of commercial type property for which

there is substantial interest and demand in a local or regional market area. The prospective buyers inspect the property and submit bids on forms provided by the selling activity. In spot bid sales, mailed in bids, unless otherwise specifically precluded, are acceptable and bids may be submitted on items during the conduct of the sale; awards are made item by item as the sale progresses.

### **Local**

Local auctions and spot bid sales are frequently held at military activities where a wide variety of small quantities of commercial use property is located. These sales are conducted in the same manner as described above except they are publicized in the local area rather than nationally. Persons interested should contact the Defense Surplus Sales Office which serves the geographical area in which they are located in order to be notified of these sales.

### **Negotiated**

While the majority of surplus personal property is sold by publicly advertising for bids, negotiated sales are authorized in certain limited circumstances, as, for example, where acceptable bids have not been received after public advertising or where the particular disposition is necessary because of public exigency, public health, safety or national security. Negotiated sales may also be used where the disposal will be to States, Territories, possessions, political subdivisions thereof, or tax-supported agencies therein where the estimated fair market value of the property and other satisfactory terms of disposal are obtained by negotiation. States or municipalities which are interested in acquiring specific items of surplus by this method should communicate with the nearest Defense Surplus Sales Office for assistance. (In Alaska, Hawaii, Puerto Rico and the Virgin Islands to the sales offices designated to sell property in those areas.) The specific items desired should be

## **CONTRACTOR INVENTORY**

Information on the disposal of contractor inventory by the military services may be obtained from one or more of the following offices.

Commander  
Defense Contract Administration  
Services Region, Atlanta  
3100 Maple Drive, N.E.  
Atlanta, Georgia 30305

Commander  
Defense Contract Administration  
Services Region, Boston  
666 Summer Street  
Boston, Massachusetts 02210

Commander  
Defense Contract Administration  
Services Region, Chicago  
O'Hare International Airport  
P.O. Box 66475  
Chicago, Illinois 60666

Commander  
Defense Contract Administration  
Services Region, Cleveland  
1240 E. Ninth Street  
Cleveland, Ohio 44199

Commander  
Defense Contract Administration  
Services Region, Dallas  
500 South Ervay Street  
Dallas, Texas 75201

Commander  
Defense Contract Administration  
Services Region, Detroit  
1580 East Grand Blvd.  
Detroit, Michigan 48211

Commander  
Defense Contract Administration  
Services Region, Philadelphia  
P.O. Box 7478  
Philadelphia, Pennsylvania, 19101



<i>Mailing Address</i>	<i>Location</i>
U.S. Army Property Disposal Agency	
Vietnam	Long Binh
APO San Francisco	Republic of Vietnam
96375	

**USAFE Redistribution and Marketing Division**

Kastle Air Base	(for property
APO New York 09666	located at Air
	Force Bases in
	Europe)

## **OTHER SALES INFORMATION**

There is a section containing notices of surplus property sales in the Commerce Business Daily, published daily Monday through Friday, except on Federal holidays, by the Office of Field Services U. S. Department of Commerce. The publication may be obtained for an annual subscription rate of \$25.00 regular mail; \$30.25 per year additional for air mail service. To order send remittance with full name and address to: Superintendent of Documents, Government Printing Office, Washington, D.C. 20402. All remittances must show payee as: Superintendent of Documents.

## **SURPLUS REAL PROPERTY AND OTHER FEDERAL PERSONAL PROPERTY**

The General Services Administration is responsible for the disposal of all government-owned surplus real property, including both land and buildings, and the disposal of surplus personal property for most of the civil agencies of the Federal Government. Sales are conducted by regional offices located throughout the United States. Information on these sales and requests to be placed on their mailing lists may be obtained from any of the GSA Property Management and Disposal Service Offices listed on pages 22-23.

accurately described in detail as much as possible in order that prompt service may be afforded. However, once surplus property has been cataloged for a competitive bid sale and offered to the public, it will not be withdrawn for negotiated sales. States and municipalities can also participate in the competitive bid methods of sale.

### **Retail**

Retail sales are conducted at certain military installations that generate property having appeal to the general public. This method of sale offers small quantities of individual items of property at fixed prices based on the current market value. Persons interested should contact the Defense Surplus Sales Office which serves the geographical area in which they are located to find out the nearest military installation that conducts retail sales.

## **PRINCIPAL CONDITIONS OF SALE**

### **Eligibility of Bidders**

With few exceptions, any member of the general public may bid on Department of Defense surplus property provided he is not: (1) under 21 years of age; (2) a member of the Armed Forces of the United States, including the United States Coast Guard, or a civilian employee of the Department of Defense or the United States Coast Guard and whose duties include any functional or supervisory responsibility for or within the Defense Property Disposal Program; (3) an agent, employee or immediate member of the household of personnel in (2) above.

### **Inspection and Guaranteed Description**

Surplus property is described as accurately as practicable in the Invitation for Bids or sales catalogs. However, bidders are urged to inspect the property before bidding. The description



of property offered for sale by the Defense Surplus Sales Offices is guaranteed to be accurate. The guarantee applies only to the factual information concerning the nature or type of property being sold. It does not apply to the condition of the property or its fitness for any purpose. Surplus property offered for sale by activities other than the Defense Surplus Sales Offices is generally sold with a specific disclaimer of any warranty.

### Deposits and Payment of Balances

The invitation for bid will specify the amount of deposit (normally 20 percent of bid), if required, and the time by which the balance must be paid.

### Bid Deposit Bonds

Bid deposit bonds may be used in lieu of a bid deposit, providing the invitation for bid permits their use. Most invitations do permit the use of the bonds but they are not permitted in certain types of sales involving unusual contractual arrangements, such as term sales. Bid deposit bonds afford a convenience to the buyer who intends to bid frequently for the purchase of surplus or foreign excess property. They eliminate the need for handling substantial amounts of money and attendant risks. The types of bid deposit bonds available are (1) Deposit Bond—Individual Invitation, Sale of Government Personal Property (Standard Form 150) and (2) Deposit Bond—Annual, Sale of Government Personal Property (Standard Form 151). These forms, along with instructions for their use, may be obtained from the Commander, Defense Logistics Services Center, Attn: DLSC-M, Federal Center, Battle Creek, Michigan 49016.

### Awards

Awards normally are made to the highest responsible and responsive bidder. Awards are not made when the bids received do not represent a fair price to the Government and are

### Mailing Address

### Location

#### Property Disposal Division

Directorate of Supply & Storage	No. 600 Kamiyabe Sagamihara City
U.S. Army Japan	Kanagawa Prefecture
APO San Francisco 96343	Honsu, Japan

#### U.S. Army Property Disposal Agency

Korea	Pupyong-Dong
APO San Francisco 96220	Inchon-Si Kyongki-Do, Korea

#### Commanding Officer

Morocco-U.S. Naval Training Command	U.S. Naval Training Command
FPO New York 09544	Kenitra, Morocco

#### Property Disposal Division

Directorate for Services	Bldg. S-320
2nd Logistical Command	Camp Mercy, Okinawa
APO San Francisco 96248	Ryukyus Islands

#### Commanding Officer

U.S. Naval Supply Depot	U.S. Naval Supply Depot
FPO San Francisco 96651	Subic Bay Republic of the Philippines

#### Base Procurement Office

6213 AB Sq	Taipei Air Station,
APO San Francisco 96280	Taiwan

#### Area Property Disposal Manager

U.S. Army Support, Thailand	29th KM
APO San Francisco 96346	67/1 Bangkok-Saraburi Highway Bangkok, Thailand

**Mailing Address****Location****Commanding Officer**

U.S. Naval Station	U.S. Naval Station
FPO New York 09550	San Juan, Puerto Rico

**Property Disposal Office**

U.S. Army Forces Southern Command Fort Clayton (Madden- WYE) Panama, Canal Zone	Same
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**Royal Greenland Trade Department (RGTD)**

Standgade Copenhagen, Denmark	(For property located in Greenland)
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**Commanding Officer**

U.S. Naval Station (Code 900) FPO San Francisco 96630	U.S. Naval Station Guam, Mariana Is- lands
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**Commanding Officer**

Naval Supply Center Box 300 FPO San Francisco 96610	Naval Supply Center Pearl Harbor, Hawaii
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**Commanding Officer**

U.S. Naval Station FPO New York 09511	U.S. Naval Station Keflavik, Iceland
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not commensurate with the market value of the property offered. In such cases, the property may be reoffered at a later date.

**Removal of Property**

Property normally may not be removed from Government premises until full payment is made. Arrangements must be made by the successful bidder to remove the property from Government premises within the time limit prescribed in the invitation for bid. The Government does not recommend specific carriers nor make arrangements with local carriers on behalf of buyers for removal of the property.

**Withdrawal Policy**

The Government reserves the right to withdraw any surplus property from sale when it is determined to be in the best interests of the Government.

**Special Conditions**

Special conditions and restrictions frequently apply to the sale of particular classes of property. Invitations for Bids should always be carefully studied to insure that the bidder understands all terms and conditions applicable to each sale.

**Export**

Invitations for Bid do not guarantee that the property listed is authorized for export from the United States. The property sold may not be exported from the United States without approval and required clearances from the appropriate governing and regulatory agencies concerned. It is the sole responsibility of the purchaser to obtain clearance and approval for any property purchased.

**DEFENSE SURPLUS SALES OFFICE**

Surplus personal property of the Department of Defense located in the United States (excluding Alaska and Hawaii) is sold by Defense Sur-



plus Sales Offices. Each Defense Surplus Sales Office is assigned a given number of military installations within a geographical area and is responsible for conducting the sale of surplus personal property held by these installations (see map on pages 14-15). This includes preparation of invitations for bid combining related types of property, bid openings, making awards and concluding all contractual arrangements. The invitations for bid issued by each Defense Surplus Sales Office identify the location of the property that is being offered for sale. A Defense Surplus Sales Office, upon request, will provide the locations of the installations in its geographical area where property is generated.

### **SURPLUS PROPERTY BIDDERS LIST**

The Department of Defense has a single contact point for any person interested in purchasing surplus Department of Defense personal property within the United States (excluding Alaska and Hawaii). This contact point, called the Defense Surplus Bidders Control Office, maintains a single national bidders list. The Department of Defense Surplus Property Bidders List is arranged to record each person's buying interests, both geographically and with respect to classes of surplus property.

If you are interested in having your name placed on the bidders list, you should complete the card on the inside of the back cover to obtain a bidders application. You should return the application indicating on it the classes of property that you are interested in and the geographical areas from which you wish to purchase. Your name will be recorded on the bidders list, a bidders identification number will be assigned, and a Bidders Identification Card will be furnished.

Only when the classes of property designated on the application are placed on sale in the geographical areas designated will you be sent an Invitation for Bid (IFB). IFBs contain detailed information regarding the location of the

### **Mailing Address      Location**

44.      Defense Surplus Sales Office  
P.O. Box 23403      Building 502  
Main Office Station      Naval Supply Center  
Oakland, Calif. 94623      Oakland, Calif.

46.      Defense Surplus Sales Office  
Fleet Station      937 N. Harbor Drive  
San Diego, Calif.      San Diego, Calif.  
92132

### **OTHER SALES OFFICES**

### **Mailing Address      Location**

#### **Alaskan Sales Office**

P.O. Box 866      Elmendorf Air  
Elmendorf AFB      Force Base  
AK 99506      Anchorage, Alaska

#### **Commanding Officer**

Naval Station      Naval Station  
FPO Seattle 98790      Kodiak, Alaska

#### **Commanding Officer**

U.S. Air Station      U.S. Naval Air Station  
FPO New York 09560      Bermuda

#### **Crown Assets Disposal Corporation**

P.O. Box 8451      219 Argyle Avenue  
Ottawa, Ontario,      Ottawa, Ontario,  
Canada K1G3J8      Canada

#### **Commanding Officer**

U.S. Naval Station      U.S. Naval Station  
FPO New York 09597      Argentina, Newfound-  
land

#### **Redistribution and Marketing Activity**

1640 ABWg (SVR)      Ramey Air Force Base  
APO New York 09845      Aguadilla, Puerto  
Rico



address of each Defense Surplus Sales Office is as follows (for the areas serviced, see map on pages 14-15) :

<i>Mailing Address</i>	<i>Location</i>
11. Defense Surplus Sales Office P.O. Box 8019 Philadelphia, Pa. 19101	Defense Personnel Support Center 2800 S. 20th St. Building M5-E Philadelphia, Pa.
16. Defense Surplus Sales Office P.O. Box 100 Portsmouth, R.I. 02871	Building 115 Naval Base, Gate 51 Portsmouth, R.I.
21. Defense Surplus Sales Office P.O. Box 646 Forest Park, Ga. 30050	Atlanta Army Depot Building 906 Forest Park, Ga.
23. Defense Surplus Sales Office P.O. Box 31261 Jacksonville, Fla. 32230	Building 450 Naval Air Station Jacksonville, Fla.
25. Defense Surplus Sales Office P. O. Box 12551 Thomas Corner Station Norfolk, Va. 23502	Stanwick Building 3661 Virginia Beach Boulevard Norfolk, Va.
27. Defense Surplus Sales Office P.O. Box 13110 Columbus, Ohio 43213	Building 27, Section 6 Defense Construction Supply Center Columbus, Ohio
37. Defense Surplus Sales Office P.O. Box 6297 Fort Worth, Texas 76115	Building 23 Fort Worth Federal Center Fort Worth, Texas
41. Defense Surplus Sales Office P.O. Box 58 Defense Depot Ogden Station Ogden, Utah 84401	Building 2A Defense Depot Ogden Ogden, Utah

property, its description, condition, quantity, dates it may be inspected, time and date of bid opening, payment, removal of property, and other details.

A list of successful bidders which shows the prices that were acceptable to the Government for the various items awarded is prepared after each sale and is sent to each bidder who submitted a bid in response to the invitation for bid. The list is prepared by and is available at the Defense Surplus Sales Office which conducted the sale.

In the interest of economy, the Defense Surplus Bidders Control Office continually reviews the record of sales participation of bidders listed on the Department of Defense Surplus Property Bidders List for the purpose of removing the names of those individuals and firms who have not demonstrated an interest in the property offered for sale in catalogs distributed to them.

In addition to invitations for bid which are mailed to potential buyers appearing on the bidders list, notices of sale are posted in public buildings, and the media of radio, television, trade organizations, newspapers, and periodicals are used to publicize and advertise sales.

#### **BIDDERS LISTS FOR OTHER SALES OFFICES**

All sales offices other than the Defense Surplus Sales Offices maintain their own bidders list. To receive Invitations for Bid from the areas listed on pages 17-20, a request should be made to the appropriate sales office for inclusion on its bidders list.

#### **ADDRESSES OF SALES OFFICES DEFENSE SURPLUS SALES OFFICES AND GEOGRAPHICAL AREA SERVICED**

Each Defense Surplus Sales Office has been assigned a number which identifies the invitations for bid that are issued. The number assigned, the physical location and the mailing

# DEFENSE SURPLUS SALES OFFICES AND GEOGRAPHICAL AREAS SERVICED

